



PLANNING COMMISSION REGULAR MEETING MINUTES

Thursday, October 16, 2025

CALL TO ORDER – The meeting was called to order by Chairperson Stephen Nordbye at 5:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Commissioners present:	Chairperson Stephen Nordbye, Vice Chairperson Sharon Lazorko, Alex Enriquez, and Vern Montague
Commissioner absent:	None
Councilmember(s) present:	None
Staff present:	City Planner Lisa Lozier and City Clerk Jennifer Schmitke

ORAL AND WRITTEN COMMUNICATIONS: None

CONSENT CALENDAR: None

PUBLIC HEARING

- A. **Zone Amendment: ZCA 2025-05: Title 17 Zoning Ordinance Text Amendment – Review and Recommend the addition of text to General Commercial (C-2) Section of the Orland Municipal Code (OMC) Title 17 to differentiate the difference between residential uses generally (17.40.040(D) and Dwellings located on the second floor 17.40.030(A)(7)) of commercial structures specifically.**

City Planner Lisa Lozier presented a proposed amendment to Orland Municipal Code Section 17.04.040(D) – Residential Uses. The amendment would add the clarifying language:

“except as otherwise identified in Section 17.40.030(A)(7)”

Ms. Lozier shared the purpose of the amendment is to resolve conflicting provisions within the zoning code regarding residential uses in the C-2 (Community Commercial) District—specifically distinguishing between general residential uses and dwellings located on the second floor of commercial buildings.

Ms. Lozier explained that in March 2025, the Planning Commission approved Conditional Use Permit (CUP 2024-02) for a second-floor residential unit at 715 4th Street (APN 040-157-004). During that meeting, questions were raised regarding which residential uses require a Conditional Use Permit versus those that may be administratively approved. In August 2025, the Commission directed staff to prepare a zoning code amendment to clarify these provisions.

Ms. Lozier further explained that OMC Section 17.40.020 does not list residential uses as principal permitted uses in the C-2 District. Section 17.40.030(A)(7) allows second-floor dwellings in conjunction with commercial uses as administratively permitted uses, while Section 17.40.040 identifies general residential uses and ground-floor dwellings as conditional uses requiring a permit.

To eliminate inconsistencies between administrative and conditional approvals for residential uses in the C-2 District, Ms. Lozier recommended adding clarifying language to Section 17.40.040(D). The amendment would ensure that second-story residential dwellings are treated as administratively approved uses, consistent with Section 17.40.030(A)(7).

Commissioner Enriquez questioned the wording regarding second floor only and suggested correcting the wording to the proposed amendment. Ms. Lozier suggested that the Commissioner could suggest adding language to the administrative uses to include floors above.

Chairperson Nordbye opened the public hearing at 5:41 pm.

With no comments Chairperson Nordbye closed the public hearing at 5:41 pm

ACTION: Commissioner Montague moved, seconded by Commissioner Enriquez, to adopt that the proposed ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA guideline section 15061(b)(3). Motion carried by a voice vote 4-0.

ACTION: Vice Chairperson Lazorko moved, seconded by Commissioner Montague the Planning Commission adopt PC Resolution 2025-06 recommending the proposed text change to City Council for review and approval to include the language presented to include second floor and above. Motion carried by a voice vote 4-0.

ITEMS FOR DISCUSSION OR ACTION

A. The Planning Commission will consider a change to the regular Planning Commission meeting date which is currently held on the third Thursday of each month.

City Planner Lisa Lozier shared that at the September Planning Commission meeting, the Commission expressed interest in changing its regular meeting date. Staff was directed to prepare a discussion item outlining the procedures for modifying the Commission's regular meeting schedule. Ms. Lozier also reviewed the section of the Orland Municipal Code (Chapter 2.32) that defines the purpose and guidelines for the Planning Commission.

Following discussion, the Commissioners agreed that the fourth Thursday of each month would work best for future meetings.

ACTION: Commissioner Enriquez moved, seconded by Commissioner Montague to change all future Planning Commission meetings to the Fourth Thursday of each month. Motion carried by a voice vote 4-0.

Chairperson Nordbye noted that the meeting date change would take effect in November 2025 but realized that the next two scheduled meetings would fall on holidays. Ms. Lozier explained that the Commission could set alternate dates for November and December, and the Commissioners discussed implementing the new regular meeting schedule beginning in January 2026.

ACTION: Chairperson Nordbye moved, seconded by Commissioner Enriquez to amend the previous vote and to change all future Planning Commission meetings to Fourth Thursday of each month beginning January 2026. Motion carried by a voice vote 4-0.

STAFF REPORT

Ms. Lozier shared a few updates, including:

- The potential discussion of the Westside Annexation.
- Possible amendments to a few older subdivision maps.

COMMISSIONERS REPORTS

- **Commissioner Montague:** No report.
- **Commissioner Enriquez:** No report.
- **Vice Chairperson Lazorko:** asked if the 5th Street Apartments are ready for occupancy, Chairperson Nordbye explained that the City is still waiting on the contractor and that no residents have moved in yet.
- **Chairperson Nordbye:** No report.

ADJOURNMENT – 5:57 PM

Respectfully submitted,

Jennifer Schmitke, City Clerk

Stephen Nordbye, Chairperson